



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

Gloria Molina
First District

Yvonne Garthwaite Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

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Fifth District

December 4, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF AMENDMENTS FOR LABORATORY
SPECIMEN TRANSPORTATION SERVICES AGREEMENTS**
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chair to sign Amendment No. 5 to Agreement No. 71250 with California Courier Services dba Consolidated Routing to extend the term of the Agreement on a month-to-month basis, from January 1, 2004 through June 30, 2004, at an estimated cost of \$186,847.
2. Approve and authorize the Director of Health Services, or his designee, to sign Amendment No. 3 to Agreement No. H-212732 with NOW Medical Services to extend the term of the Agreement on a month-to-month basis, from January 1, 2004 through June 30, 2004, at an estimated cost of \$70,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving the recommended actions, the Board is allowing for the continued provision of laboratory specimen transportation services for the Department of Health Services (DHS) from California Courier Services and NOW Medical Services, while a competitive bid process is completed.

Current County policy and guidelines require the timely submission of contracts for Board approval. However, the amendments were not scheduled to be placed on the Board's Agenda three weeks prior to their effective dates due to prolonged negotiations with the contractors.

FISCAL IMPACT/FINANCING:

The estimated total cost to extend the term of Agreement No. 71250 for six-months is \$186,847.

The estimated total cost to extend the term of Agreement No. H-212732 for six months is \$70,000.

Funding is included in the Fiscal Year 2003-04 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Agreement No. 71250

On February 17, 1998, the Board approved Prop A Agreement No. 71250 with First Class Services for the provision of laboratory specimen transportation services at DHS hospitals. Subsequently three amendments were approved by the Board to extend the agreement through December 31, 2002.

On May 12, 2003, First Class Services sold their company to California Courier dba Consolidated Routing. On June 19, 2003, the Board approved Amendment No. 4 to officially accept the Delegation and Assignment of rights from First Class Services to California Courier dba Consolidated Routing and to extend the Agreement through December 31, 2003.

Agreement H-212732

On June 19, 2001, the Board approved Agreement No. H-212732 with NOW Medical Services for the provision of laboratory specimen transportation services at DHS public health facilities and public health laboratories.

On June 18, 2002, the Board approved Amendment No. 1 and on June 17, 2003, approved Amendment No. 2 to extend the Agreement through December 31, 2003.

DHS has determined that Agreement No. 71250 with California Courier Services dba Consolidated Routing is a Prop A Agreement and is subject to the provisions of the County's Living Wage Program.

DHS has determined that Agreement No. H-212732 with NOW Medical Services is not a Prop A agreement because it is of a short duration and is therefore not subject to the provisions of the County's Living Wage Program.

The two recommended extension amendments have been approved as to form by County Counsel.

Attachment A provides additional information.

CONTRACTING PROCESS:

On January 7, 2002, DHS released a Request for Proposals (RFP) for the provision of laboratory specimen transportation services for DHS and Public Health Laboratories. Three vendors submitted proposals. The RFP process is in its final phase where notification shall be sent to the winning bidder and contract negotiations will be concluded.

The RFP was advertised on the Los Angeles County Online Web Site and in local newspapers.

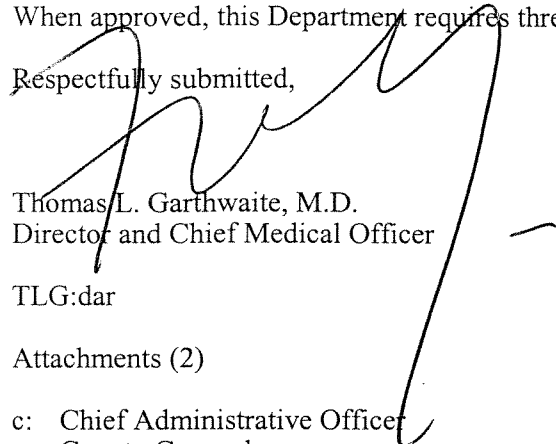
IMPACT ON CURRENT SERVICES (OR PROJECTS):

Current Services will continue uninterrupted.

The Honorable Board of Supervisors
December 4, 2003
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When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:dar

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

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SUMMARY OF AGREEMENT

1. TYPE OF SERVICE:

Laboratory specimen transportation services.

2. AGENCIES NAME AND CONTACT PERSONS:

California Courier Services, Inc., dba Consolidated Routing
11933 Woodruff Avenue
Downey, California 90241
Attention: Donna S. Kronson
Vice President Sales and Marketing
Telephone No. (562) 401- 0014

NOW Medical Services
1641 ½ Westwood Blvd.
Los Angeles, CA 90024
Attention: Larry Shapiro, President
Telephone No. (310) 479- 4520

3. TERM:

Both of the amendments will become effective January 1, 2004, and continue on a month-to-month basis through June 30, 2004.

4. FINANCIAL INFORMATION:

The cost of the extension for DHS laboratory specimen transportation services, for six months, on a month-to-month basis, is \$256,847.

5. GEOGRAPHIC AREA SERVED:

All Districts.

6. APPROVALS:

DHS Laboratory: Phyllis Thornton MD, Director

Public Health Laboratory: Sydney Harvey, PHD, Director

Contracts and Grants Division: Riley J. Austin, Acting Chief

County Counsel: Robert Ragland, Deputy County Counsel

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dar: 12/01/03

LABORATORY SPECIMEN TRANSPORTATION SERVICES AGREEMENT

AMENDMENT NO. 5

THIS AMENDMENT is made and entered into this _____ day of _____, 2004.

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

CALIFORNIA COURIER SERVICES
INC. dba CONSOLIDATED ROUTING
(hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "LABORATORY SPECIMEN TRANSPORTATION SERVICES AGREEMENT", dated February 17, 1998, and further identified as County Agreement No. 71250, and any Amendments thereto (all hereafter "Agreement"); and

WHEREAS, Agreement is slated to expire on December 31, 2003; and

WHEREAS, the Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties; and

WHEREAS, it is the intent of the parties hereto to amend the Agreement to extend its term and make the changes described hereinafter.

NOW THEREFORE, the parties hereby agree as follows:

1. This Amendment will extend the term of the Agreement for

six (6) months, on a month-to-month basis, beginning January 1, 2004 through June 30, 2004.

2. During the extended period, Contractor shall be compensated according to the same payment provisions and same rate(s) specified in the Agreement.

3. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Director and Chief Medical Officer of Health Services and Contractor has caused this Amendment to be subscribed on its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Chairman, Board of
Supervisors

CALIFORNIA COURIER SERVICES
dba CONSOLIDATED ROUTING

Contractor

By Donna Krasner

Title _____
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM
LLOYD W. PELLMAN

County Counsel

By [Signature]
Deputy

COUNTY OF LOS ANGELES

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____
Riley J. Austin, Acting Chief
Contracts and Grants Division

By _____
Thomas L. Garthwaite, M.D.
Director and Chief Medical
Officer

dar:11/14/03

LABORATORY SPECIMEN TRANSPORTATION SERVICES AGREEMENT

AMENDMENT NO. 3

THIS AMENDMENT is made and entered into this _____ day of _____, 2003.

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

NOW MEDICAL SERVICES
(hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "LABORATORY SPECIMEN TRANSPORTATION SERVICES AGREEMENT", dated June 19, 2001, and further identified as County Agreement No. H-212732, and any Amendments thereto (all hereafter "Agreement"); and

WHEREAS, Agreement is slated to expire on December 31, 2003; and

WHEREAS, the Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties; and

WHEREAS, it is the intent of the parties hereto to amend the Agreement to extend its term and make the changes described hereinafter.

NOW THEREFORE, the parties hereby agree as follows:

1. This Amendment will extend the term of the Agreement for

six (6) months, on a month-to-month basis, beginning January 1, 2004, through June 30, 2004.

2. During the extended period, Contractor shall be compensated according to the same payment provisions and same rate(s) specified in the Agreement.

3. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Director and Chief Medical Officer of Health Services and Contractor has caused this Amendment to be subscribed on its behalf by its duly authorized officer, the day, month, and year first above written.

NOW MEDICAL SERVICES
Contractor
By _____
Title President
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM

LLOYD W. PELLMAN
County Counsel

By _____

Deputy

COUNTY OF LOS ANGELES

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____

Riley J. Austin, Acting Chief
Contracts and Grants Division

By _____

Thomas L. Garthwaite, M.D.
Director and Chief Medical
Officer